Legend

- ○ Field Available
- ● Field Available for Grouping

		Timesheet								Billing		Project Status											Prod.	Expense				Administrative				Raw Data	
	Report Name	Status	Approval	Approval Approved	Comments	Audit Trail	Timesheet Date	Timesheet Billing	Expense Billing	Expense Billing Summary	Summary	Dashboard (Task)	Dashboard (Task/User)	Project Team Assigned	Task Assignments	Task Assignments (Detail)	Project Team Actual	Dashboard (Expense)	Dashboard (Expense/User)	Project/Task Progress	Summary	Dashboard	Status	Approval	Reimbursements	User Detail	Time Off	User Time Off	Time off Summary	Timesheet	Project	Expense
User	User	○	○		●		●	●	●				●	●	●	●			●		●	●	●		●		●	●	●		○		○
	Login Name	○											○	○			○		○					○			○				○		
	Department	●	○		●		●	●	●				●	●	●	●	●		●		●	●	●		●	●	●	●					○
	Department Code	○					●	●	●				●	●	●	●	●		●		●	●	○				●	●			○		
	User Defined Fields - Department	●	●	●	●		●	●	●				●	●	●	●	●		●				●	●	●	●	●	●			○		○
	Email	○	○			○		○	○				○	○	○	○	○		○		○	○	○	○	○		○	○			○		
	Employee ID	○				○							○	○	○	○	○		○		○	○					○	○			○		
	Employee Type	○				●							●	○		○	○		●		●	●					●	●			○		
	User Defined Fields - Employee Type	●			●			●	●				●	●		●			●				●	●	●		●	●	●		○		○
	Start Date																										○		○				
	End Date																										○		○				
	Active	●																									○						
	Supervisor				●	●	●	○	○				○	○	○	○					○	○	○		○		●	●	●				○
	Supervisor & Email		●																										●				
	Hours Per Day																												○				
	Hourly Cost																										○						
	User Defined Fields - User	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●						●	●	●		●	●	●		○		○
Client	Client						●	●	●	●	●	●	●	●	●	●	●	●					○		○		●				○		○
	Client Code														●	●															○		
	Client Rep												○	○	○	○															○	○	
	Client Rep Email													○	○	○															○		
	User Defined Fields - Client			●			●	●	●	●	●	●	●	●	●	●	●	●	●				●		●							○	○
Expense	Expense Comments																																
	Expense Date							○									○	○						●									○
	Expense Description							○	○								○	○					○		○								○
	Expense Status																							●									
	Expense Submission Date							○									●	●															
	Expense Sheet Line Description							○	○														○		○								○
	Entry Date																	●															○
	Expense Type							●	●								●	●					○	○	●								○
	Expense Code							○	○								○	○					○		●								○
	Quantity							○	○														○		○								○
	Rate							○	○														○		○								○
	Currency Symbol							●	●																								
	Net Amount							○	○														○		○								○
	Tax Amount							○	○														○		○								○
	Net Amount (Base Currency)							○	○														○		○								
	Tax Amount (Base Currency)							○	○														○		○								
	Billable Expense Amount							○	○		○						○	○					○		○								
	Billable Expense Amount (Base Currency)										○						○	○															
	Non-Billable Expense Amount							○	○		○						○	○					○		○								
	Non-Billable Expense Amount (Base Currency)										○						○	○															
	Total Expense Amount							○	○		○						○	○					○		○								○
	Total Expense Amount (Base Currency)							○	○		○						○						○		○								
	Reimbursed							○	○														○		○								
	Reimbursed (Base Currency)																																
	Reimbursement Amount																																○
	Reimbursement Currency																																○
	Exchange Rate																																○
	Payment Method																																○
	Bill to Client																																○
	Paid																						○		○								○
	Approver & Email																							●									
	Project Leader Approver																																○
	Project Leader Approval Status																																○
	Client Approver																																○
	Client Approval Status																																○
	Approver																							●									○
	Approval Status																																○
	Saved On																																○
	Submitted On																																○
	User Defined Fields - Expense							●	○		○						●	●					●	●	●								●
Time Off	Time Off					●															○									○			
	Time-Off Code					●																				●	●	●		○			
	Time-Off in Days	○	○																							○			○				
	Time-Off in Hours																									○			○				
	Hours Taken																										○						
	Days Taken																										○						
	Remaining Days																										○						
	Total Days Allowed																										○						
	As-Of-Date																										○						
	Accrue Days																										○						
	Reset Days			●			●	○		●	○																○						
Timesheet	Timesheet Comments	●	●			○	○			○	○																		○	○			
	Timesheet Period	○			●	●	●												●							○							
	Timesheet Status	○	○								○																		○				
	Total Hours	○	○	●		○	○			○	○	○																		○			
	Non-Billable Hours	○	○	●			○			○	○	○									○												
	Billable Hours			●			○	○		○	○	○									○												
	Entry Date		●			○	●					●														○		●		○			
	Time-In																													○			
	Time-Out																													○			
	Approver		●																														
	Approver & Email		○	●																													
	User Defined Fields - Timesheet				○	○				○		○	○																	○			
	Saved On				○																												
	Modified by				○																												
	Action				○																												
	Approval Comments				○																												
Project	Billable					○	○	○		○																				○	○		
	Non-Billable					○	○																										
	Billable Amount						○	○		○	○	○									○												
	Billable Amount (Base Currency)						○			○	○	○									○												
	Cost Amount									○	○	○									○												
	Cost Amount (Base Currency)									○	○	○									○												
	Estimated Cost									○	○	○																			○		
	Estimated Cost Currency										○	○																			○		
	Actual Cost																			○													
	Remaining Cost																			○													
	% Used (Cost)																			○													
	% Remaining (Cost)																			○													
	Estimated Hours						○	○		○	○	○								○											○		
	Actual Hours to Date									○	○	○								○													
	Remaining Hours																			○													
	% Hours Used																			○													
	% Remaining (Hours)																			○													
	Hours Remaining									○	○	○																					
	Estimated Expenses									○																					○		
	Estimated Expense Currency																														○		
	Exchange Rate						○																										
	Hourly Cost																																
	Hours Per Day							○																									
	Non-Billable Amount							○																									
	Non-Billable Amount (Base Currency)			●			●	●		●	●																						
	Project					●	●	●	●	●	●	●	●	●	●	●	●	●	●				○		○					○		○	○
	Project Code					●	○			●	●	●	●	●	●	●	●	●	●											○			
	Project Description									○			○	○	○				○												○		
	Project End Date									●	●	●	●	●	●	●															○		
	Project Leader									●	●	●	○	○	○		●	●	○											○	○		
	Project Leader Email												○	○	○	○			○											○			
	Project Start Date									●	●	●	●	●	●	●															○		
	Project/Task																														○		
	Project/Task Code																														○		
	Project/Task Full Path																														○		
	Project/Task Type			●			○	○		○	○	○	○		○	○		○													○		
	User Defined Fields - Project/Task			○			●	●	●	●	●	●	●	●	●	●	●	●	●				●		●					○	○		○
	% Hours Used			●			●	●		○	○																						
	Assignment Source														○																		
	Task			●		●	●	●			●	●		●	●				●											○			
	Task - Full Path						●	○			●	●		●	●				●														
	Task Code					●	○				●	●							●											○			
	Task Status										○	○																					
	Task Start Date																		●												○		
	Task End Date																		●												○		
	Time Entry Allowed						○																								○		
	Rate			○			○					●																					
	Role	○	○				●					●	○			○							○	○									
Productivity	Target Billable																				○	○											
	Productivity Rate																				○	○											
	B. Amt / B. Hrs.																					○											
	B. Amt / (B. hrs + NB hrs.)																					○											
	B. Amt. / Total Hrs.																					○											
	Month																				●	●											
	Year																				●	●											
Filters	Department	○	○		○	○	○					○	○	○	○	○			○		○	○	○	○	○	○	○	○					
	Timesheet Period	○	○	○	○	○	○	○	○	○	○		○				○	○	○		○	○	○		○			○	○	○	○		○
	Start/End Date	○	○	○	○	○	○	○	○	○	○		○				○	○	○		○	○	○		○			○	○	○	○		○
	Timesheet Approval Status	○		○			○	○	○	○	○	○																○	○				
	Client			○			○	○	○	○	○	○	○	○	○	○	○	○	○											○	○	○	
	Project			○			○	○	○	○	○	○	○	○	○	○	○	○	○											○	○	○	
	Project Status											○		○	○	○																	
	Entire Project											○	○	○			○	○															
	Include Zero Hour Tasks																																
	User				○	○		○	○				○			○			○				○		○		○	○	○	○		○	
	Enabled/Disabled (login status)																										○		○				
	Expense Approval Status																○	○					○		○								○
	Expense Paid Status																						○		○								
	Expense Type																																○
	Supervisor				○	○																					○	○	○		○		○
	Time Off Code																											○	○		○		
	Enabled																																
	Disabled																																
	Approver																																
	Project Leader											○	○	○			○	○	○												○		
	Task Status												○	○																	○		
	Year																				○	○											
	Month																				○	○											